



June 8, 2021

**YOUTH HOMELESSNESS INITIATIVE  
ALLOWABLE COSTS  
AND  
CRITERIA FOR APPLIANCES, LAWN MOWERS AND OTHER HIGH-COST ITEMS**

***ODH realizes to enable/empower youth who are homeless and particularly youth who are homeless and pregnant, to be successfully housed and to facilitate a path to stability and long-term success requires flexibility and allowances outside ODH traditional allowable cost guidelines.***

**Routine allowable costs** for the HY and TH subgrant programs may include, but are not limited to:

- rent (of housing not owned by the subgrantee agency), rental security deposits;
- payment of penalties to turn on utilities\* (up to \$500), utility bills (electric, gas, water/sewer);
- furniture, food, microwave oven, coffeemaker, dorm-sized refrigerator; fans
- clothing;
- tuition or fees for job training, costs to obtain certified copies of birth certificates and state ID cards;
- medical/behavioral health care costs including prescription medications, glasses/vision, hearing aids (attempts should be made to facilitate referrals to Medicaid);
- cell phone minutes;
- disposable household and personal supplies (paper products, personal hygiene products, cleaning supplies, school supplies, etc.);
- transportation costs such as bus passes, gas vouchers, bicycle (up to \$200), ride services (e.g., Uber, Lyft, etc- only for essential appointments when there are no other transportation options);
- Mileage reimbursement is an allowable cost for transporting youth participating in grant-funded programs and services at a reimbursement rate no higher than the OBM mileage rate as specified in OGAPP (currently \$0.45/mile).

*\*It is the expectation that agencies work with utility companies to see if forgiveness of the penalties can be offered, and any attempt to do so should be submitted to ODH*

**Items that may be requested on a case-by-case basis and with prior ODH approval:**

**NOTE:** *It is the expectation of ODH that subrecipients explore local/community resources to purchase items whenever possible.*

- **Large appliances such as oven/range; full size refrigerator; washer/dryer; lawn mower; window air conditioner**

- The subrecipient must clearly document the housing circumstances for which the item(s) is/are being requested, including an explanation of alternative options that were explored; and provide a strong justification as to why there is no other option than purchasing the item, e.g., other ways to get lawncare or laundry done.
- After approval by ODH, the large items such as oven/range; full size refrigerator/washer/dryer; lawn mower may be purchased by the subrecipient agency using the following guidelines:
- The subrecipient should provide education to the youth on the item that was purchased -how to use properly, care and maintenance, and provide clear expectations of who is responsible for repair/maintenance, gas/oil (for lawnmower), including criteria for replacement if item is destroyed, stolen, etc.
- The subrecipient agency should keep an inventory of the item(s) purchased with date/price.
- The subrecipient agency can then loan the item(s) to the youth on a long-term loan basis.
- If the youth leaves the program before the item has reached average life expectancy or moves to a location where the purchased items are not needed, the item should be returned to the subrecipient agency to be loaned to another youth in the program.
- Rental expenses to store lawn mowers or other large appliances that are returned to the subrecipient agency would be considered allowable, if the subrecipient agency is not able to store the items.
- **Tablet or computer for school or work – prior approval and case by case basis.**
  - The subrecipient may request the purchase of a tablet/computer for youth in the program for work or school reasons. These purchases should not exceed \$500 for a single item.
  - Agency should inventory any tablets or computers purchased up to 3 years.